



**REQUEST FOR QUOTATION**

Date	:	<b>November 3, 2022</b>
Project Title	:	Supply and Delivery of Two (2) Lots Food Supplies, Baked Products and Pastries (Lot No.2: Baked Products and Pastries)
ITB No.	:	FB22-06-004WINb-10
Approved Budget for the Contract (ABC)	:	<b>One Million One Hundred Sixty-Three Thousand Four Hundred Ninety-Five Pesos (PhP1,163,495.00)</b> , VAT Exclusive, Zero-Rated Transaction
Fee for the Sale of Request for Quotation (RFQ)	:	Complete details of the project are indicated in the RFQ which will be available to all the prospective bidders at the Procurement Section (PS) of Casino Filipino-Winford upon payment of <b><u>Five Thousand Pesos (PhP5,000.00)</u></b> for the sale or issuance of the RFQ.
Schedule for Negotiations	:	<b>November 10, 2022, Thursday, 11:00 a.m.</b> 3 <sup>rd</sup> Floor Conference Room, 561 Ronquillo St. corner Rizal Avenue, Sta. Cruz Manila
Deadline for the Submission and Receipt of the Best Offer/s	:	<b>November 18, 2022, Friday, 11:00 a.m. (Sealed Quotation)</b> 3 <sup>rd</sup> Floor Conference Room, 561 Ronquillo St. corner Rizal Avenue, Sta. Cruz Manila
Opening and Preliminary Examination of the Best Offer/s	:	<b>November 18, 2022, Friday, 11:00 a.m. (Sealed Quotation) onwards</b> 3 <sup>rd</sup> Floor Conference Room, 561 Ronquillo St. corner Rizal Avenue, Sta. Cruz Manila
Please address and submit the envelope containing the accomplished RFQ form and required documents to the Casino Filipino-Ronquillo (formerly CF-Winford) Branch Bids and Awards Committee (BBAC), 6th Floor Procurement Section Room, 561 Ronquillo St. corner Rizal Avenue, Sta. Cruz Manila.		
The envelope shall bear the following information in capital letters:		
<ol style="list-style-type: none"><li>1. Title and reference number of the project; and</li><li>2. Name, address and contact details (telephone/cellphone numbers and/or e-mail address) of the Bidder.</li></ol>		

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 Procurement Section (PS) at (02) 85886898 Loc.1205 and look for Ms. Jaclynn A. Alvarado.

Thank you.

**(SGD)**  
**JOCELYN G. SORIANO**  
Chairperson  
BRANCH BIDS AND AWARDS COMMITTEE (BBAC)  
CASINO FILIPINO-RONQUILLO (FORMERLY CF-WINFORD)

Dear Ms. Soriano

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

**I. TECHNICAL SPECIFICATIONS AND OTHER REQUIREMENTS OF THE PROJECT:**

<b>TECHNICAL SPECIFICATIONS</b>	<b>Offered Technical Quotation</b> Please fill up each row with either: "Comply" or "Not Comply"
---------------------------------	---

**PROJECT:** Supply and Delivery of Two (2) Lots Food Supplies, Baked Products and Pastries (Lot No.2)

**Lot No.2: Baked Products and Pastries**

<b>TECHNICAL SPECIFICATIONS</b>				
<b>Item No.</b>	<b><u>Particulars</u></b>	<b>Quantity/Unit of Measurement</b>	<b>Statement of Compliance</b>	<b>Brand Name</b>
1	<b>Bread, Pandesal, Wheat</b> Bread roll, made of wheat flour, eggs, yeast, sugar and salt; 38grams /roll, pack per 10 pieces per pack. To include expiration date in packaging.	1,510 packs		
2	<b>Bread, Loaf</b> Made from dough of all purpose or bread flour raised by yeast or baking powder and baked; 600grams /pack per loaf, sliced. To include expiration date in packaging.	3,000 loaves		
3	<b>Adobo roll</b> Soft bun, filled with sliced boiled egg and savory filling of pulled pork cooked in adobo sauce, then baked. Individually wrapped. To include expiration date in packaging.	1,200 pieces		
4	<b>BACON ENSAYMADA</b> A soft, potato bread, fluffy pastry topped creamy butter with white sugar and finely grated cheese; filled with bacon strips, 60grams /piece. Pack individually. To include expiration date in packaging.	720 pieces		
5	<b>Banana Cake Singles</b> Moist and Sweet Baked Item made with	480 pieces		

	Mashed Bananas; 60grams /slice. Pack individually. To include expiration date in packaging.			
6	<b>Carrot Cake Singles</b> Moist and Sweet Baked Item made with Mashed Carrots, chopped nuts and cinnamon, 60grams /slice. Pack individually. To include expiration date in packaging.	480 pieces		
7	<b>Cheese Cupcake</b> A moist and fluffy crumb bread muffin baked and topped with crispy cheese; 40grams / piece. Pack individually. To include expiration date in packaging.	1,200 pieces		
8	<b>Ensaymada, Cheese</b> A soft, potato bread, fluffy pastry topped creamy butter with white sugar and finely grated cheese; 60grams /piece, Pack individually. To include expiration date in packaging.	1,200 pieces		
9	<b>Cheese Roll</b> Ultrasoft bread filled with melty cheese inside, baked roll in sugar and butter cream; 60grams /piece, pack individually. To include expiration date in packaging.	1,200 pieces		
10	<b>CHEESEBURGER</b> Sandwich composed of a burger bun, meaty beef patty, topped with sliced cheese, delivered separately per item per pack of 5pcs or 10pcs to keep the freshness upon assembly at the bar. To include expiration date in packaging.	1,200 pieces		
11	<b>CHICKEN FILLET BURGER</b> Sandwich composed of a burger bun, boneless, skinless chicken patty and zesty sauce dressing (garlic mayo or Caesar dressing). Delivered separately per item per pack of 5pcs or 10pcs to keep the freshness upon assembly at the bar. To include expiration date in packaging.	1,200 pieces		
12	<b>Choco Cake Roll</b> Delicious Sweet Baked Item made with sponge cake rolled with chocolate ganache, sliced and pack individually; 60grams /slice. To include expiration date in packaging	1,200 pieces		
13	<b>CHOCO FUDGE BROWNIES</b> A rectangular baked confection, moist, dense and gooey in texture, cut into 1x2	720 pieces		

	inches size, pack individually. To include expiration date in packaging.			
14	<b>CHOCOLATE CAKE</b> Delicious, moist, Sweet Baked Item made with cake flour, cocoa or chocolate, spread with chocolate icing, sliced and pack individually; 60grams /slice. To include expiration date in packaging.	720 pieces		
15	<b>Cinnamon Roll</b> Rolled dough bread with cinnamon flavor, baked and topped with cream cheese frosting; 90grams /roll. Pack individually. To include expiration date in packaging.	720 pieces		
16	<b>Cream Cheese Chiffon</b> Delicious Sweet Baked Item made with chiffon cake and cream cheese icing; 60grams / pack per slice. Pack individually. To include expiration date in packaging.	720 pieces		
17	<b>Ham &amp; Cheese Roll</b> Soft bread filled with savory and sweet ham & sliced cheese ingredients, baked; 60grams /roll. Pack individually. To include expiration date in packaging.	720 pieces		
18	<b>HOLIDAY ROLL</b> A cake roll filled with cream cheese and whipped cream, topped with chocolate ganache and sprinkles, sliced and pack individually, 40 gms per slice. To include expiration date in packaging.	1,440 pieces		
19	<b>INIPIT CAKE SLICE</b> A flat sandwich pastry, made of two slices of sponge cake with custard filling, cut into rectangles. Approximately 20-30 gram weight per slice. Pack individually. To include expiration date in packaging.	1,440 pieces		
20	<b>MOCHA CAKE</b> Delicious Sweet Baked Rolled sponge cake and combination of coffee & chocolate based icing, sliced 60grams /sliced. Pack individually. To include expiration date in packaging.	720 pieces		
21	<b>Mocha Praline Roll</b> Delicious Sweet Baked Item made with combination of coffee & chocolate based cake rolled with praline paste; 60grams /slice. Pack individually. To include expiration date in packaging.	720 pieces		
22	<b>Pizza Roll</b> Made of soft dough bread spread with	1,440 pieces		

	savory pizza sauce and toppings like ham bits, grated cheese, bell pepper strips, rolled and baked. 60grams / roll. Pack individually. To include expiration date in packaging.			
23	<b>SAUSAGE ROLL</b> A savory pastry snack, consisting of sausage meat, wrapped in puffed pastry, 50grams /piece. Pack individually. To include expiration date in packaging.	1,440 pieces		
24	<b>Special Cinnamon Roll with Raisin</b> Rolled dough bread with cinnamon flavor, filled with raisin, nuts (optional) baked and packed with cream cheese frosting; 80grams /roll. Packed individually. To include expiration date in packaging.	720 pieces		
25	<b>Ensaymada, Special with Ham</b> A soft, potato bread, fluffy pastry topped creamy butter with white sugar and finely grated cheese; filled with ham, 60grams /piece Packed individually. To include expiration date in packaging.	1,200 pieces		
26	<b>Special Mamon</b> Moist and lightweight buttery snack cake with fine texture, topped loaded with grated cheese 40grams /piece. Packed individually. To include expiration date in packaging.	720 pieces		
27	<b>Special Pianono</b> Soft and spongy cake rolled with buttercream filling and coated with sugar, 60grams /roll. Packed individually. To include expiration date in packaging.	1,200 pieces		
28	<b>Ube Ensaymada</b> A soft, potato bread, fluffy pastry topped creamy butter with white sugar and finely grated cheese; flavored with purple yam 60grams /piece. Packed individually. To include expiration date in packaging.	720 pieces		
29	<b>UBE MACAPUNO ROLL</b> A cake roll filled with yam flavored whipped cream and coconut sport strings topped with purple yam icing, sliced and pack individually, 40 gms/ piece. To include expiration date in packaging.	1,200 pieces		
30	<b>Ube Twirl</b> A soft , bread, fluffy pastry topped with	720 pieces		

	creamy butter & white sugar and finely grated cheese; swirl with with purple yam, 60grams /piece Packed individually. To include expiration date in packaging.			
<b>OTHER REQUIREMENTS</b>		<b>Please fill up with either: “Comply” or “Not Comply”</b>		
<b>OTHER CONDITIONS</b>				
1	Product Brand Name	Please indicate the brand name of the items quoted.		
2	Inspection and Acceptance	Inspection of product shall be done every staggered delivery and followed by an acceptance report from CF – Winford		
3	Delivery Schedule	First delivery must be done within fifteen (15) calendar days from the date of receipt of the Notice to Proceed; while succeeding deliveries should be made every Monday from the date of first delivery or upon advise of the end-user for a period of one year.		
4	Delivery Place	Ronquillo Basement : #561 Ronquillo St., corner Rizal Avenue Sta Cruz Manila		
5	Representative at the Place of Delivery	Roberto M. Holgado – FMO1 Roselle M. Manzano – F & B Supervisor II Contact CP # 09669430349 Facilities Management Section, CF-Winford, Ronquillo Satellite		
6	Correction of Defects	Rejected Items shall be replaced within the same day of delivery. Expiration of Product at least 2-3 days for special breads and pastries and one (1) week for Wheat Pandesal & Sliced bread from the date of delivery and acceptance.		
7	Schedule of Payment	Payment shall be processed in 30 days upon receipt of billing statement and for every completion of each staggered delivery		

## II. DELIVERY SCHEDULE:

No.	Items	uom	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
			st																							
			1st month				2nd month				3rd month				4th month				5th month				6th month			
1	BREAD, WHEAT PANDESAL	Pack	31	31	31	31	31	31	31	31	31	31	31	31	31	31	31	31	31	31	31	31	31	31	31	31
2	BREAD, WHITE BREAD	Loaf	62	62	62	62	62	62	62	62	62	62	62	62	62	62	62	62	62	62	62	62	62	62	62	62
3	TROLLEY SNACKS, ADOBO ROLL	Piece	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25
4	TROLLEY SNACKS, BACON ENSAYMADA	Piece	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15
5	TROLLEY SNACKS, BANANA CAKE SINGLES	Piece	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10
6	TROLLEY SNACKS, CARROT CAKE	Slice	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10
7	TROLLEY SNACKS, CHEESE CUPCAKES	Piece	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25
8	TROLLEY SNACKS, CHEESE ENSAYMADA	Piece	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25
9	TROLLEY SNACKS, CHEESE ROLL	Piece	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25
10	TROLLEY SNACKS, CHEESEBURGER	Piece	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25
11	TROLLEY SNACKS, CHICKEN FILLET BURGER	Piece	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25
12	TROLLEY SNACKS, CHOCO CAKE ROLL	Slice	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25	25
13	TROLLEY SNACKS, CHOCO FUDGE BROWNIES	Piece	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15
14	TROLLEY SNACKS, CHOCOLATE CAKE	Slice	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15
15	TROLLEY SNACKS, CINNAMON ROLL	Piece	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15
16	TROLLEY SNACKS, CREAM CHEESE CHIFFON	Piece	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15
17	TROLLEY SNACKS, HAM AND CHEESE ROLL	Piece	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15
18	TROLLEY SNACKS, HOLIDAY ROLL	Slice	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30
19	TROLLEY SNACKS, INIPIT CAKE	Slice	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30
20	TROLLEY SNACKS, MOCHA CAKE	Slice	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15
21	TROLLEY SNACKS, MOCHA PRALINE ROLL	Piece	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15
22	TROLLEY SNACKS, PIZZA ROLL	Piece	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30
23	TROLLEY SNACKS, SAUSAGE ROLL	Piece	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30	30
24	TROLLEY SNACKS, SPECIAL CINNAMON WITH RAISIN	Piece	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15	15





29	TROLLEY SNACKS, UBE MACAPUNO ROLL	Pie ce	2 5	2 5	2 5	2 5	2 5	2 5	2 5	2 5	2 5	2 5	2 5	2 5	2 5	2 5	2 5	2 5	2 5	2 5	2 5	2 5	2 5	2 5
30	TROLLEY SNACKS, UBE TWIRL	Pie ce	1 5	1 5	1 5	1 5	1 5	1 5	1 5	1 5	1 5	1 5	1 5	1 5	1 5	1 5	1 5	1 5	1 5	1 5	1 5	1 5	1 5	1 5

### III. FINANCIAL OFFER / QUOTATION:

No.	Technical Description	Quantity	Unit Cost	Total Cost (VAT Exclusive, Zero-Rated Transaction)
1	Bread, Pandesal, Wheat	1,510 Packs	PhP _____	PhP _____
2	Bread, Loaf	3,000 Loaves	PhP _____	PhP _____
3	Adobo roll	1,200 Pieces	PhP _____	PhP _____
4	BACON ENSAYMADA	720 Pieces	PhP _____	PhP _____
5	Banana Cake Singles	480 Pieces	PhP _____	PhP _____
6	Carrot Cake Singles	480 Pieces	PhP _____	PhP _____
7	Cheese Cupcake	1,200 Pieces	PhP _____	PhP _____
8	Ensaymada, Cheese	1,200 Pieces	PhP _____	PhP _____
9	Cheese Roll	1,200 Pieces	PhP _____	PhP _____
10	CHEESEBURGER	1,200 pieces	PhP _____	PhP _____
11	CHICKEN FILLET BURGER	1,200 Pieces	PhP _____	PhP _____
12	Choco Cake Roll	1,200 Pieces	PhP _____	PhP _____
13	CHOCO FUDGE BROWNIES	720 Pieces	PhP _____	PhP _____
14	CHOCOLATE CAKE	720 Pieces	PhP _____	PhP _____
15	Cinnamon Roll	720 Pieces	PhP _____	PhP _____
16	Cream Cheese Chiffon	720 Pieces	PhP _____	PhP _____
17	Ham & Cheese Roll	720 Pieces	PhP _____	PhP _____
18	HOLIDAY ROLL	1,440 Pieces	PhP _____	PhP _____
19	INIPIT CAKE SLICE	1,440 pieces	PhP _____	PhP _____
20	MOCHA CAKE	720 pieces	PhP _____	PhP _____

21	Mocha Praline Roll	720 pieces	PhP _____	PhP _____
22	Pizza Roll	1,440 pieces	PhP _____	PhP _____
23	SAUSAGE ROLL	1,440 pieces	PhP _____	PhP _____
24	Special Cinnamon Roll with Raisin	720 pieces	PhP _____	PhP _____
25	Ensaymada, Special with Ham	1,200 Pieces	PhP _____	PhP _____
26	Special Mamon	720 Pieces	PhP _____	PhP _____
27	Special Pianono	1,200 Pieces	PhP _____	PhP _____
28	Ube Ensaymada	720 Pieces	PhP _____	PhP _____
29	UBE MACAPUNO ROLL	1,200 Pieces	PhP _____	PhP _____
30	Ube Twirl	720 pieces	PhP _____	PhP _____
<b>GRAND TOTAL COST VAT Exclusive, Zero Rated Transaction</b>			<hr/> <hr/> <p><i>(Note: Please state amount in words and in figures)</i></p>	

**NOTE: PRICE OFFER [Unit and Total Costs should be rounded off up to two (2) decimal places]**

**III. ADDITIONAL REQUIREMENTS:**

**A. 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, which certifies that all of the eligibility documents submitted to PhilGEPS are maintained and updated;
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.

**B. As part of the post-qualification process, the Bidder shall submit, within a non-extendible period of five (5) calendar days from receipt by the bidder of the notice from the BAC that it submitted the Lowest Calculated Quotation (LCQ)/Single Calculated Quotation (SCQ), copies of the following:**

1. 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 **(Each partner of the joint venture, if Applicable);**
2. 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 **(Each partner of the joint venture, if Applicable);**

**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 **(Each partner of the joint venture, if Applicable);**

3. 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) **(Each partner of the joint venture, if Applicable);** and
4. 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 **(Each partner of the joint venture, if Applicable).**

**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. All financial offers shall be rounded off up to two (2) decimal places.
6. Please be reminded that alternative best offers/quotations/proposals shall not be allowed. Alternative best offers/quotations/proposals are defined as an offer by the prospective supplier in addition or as a substitute to its original quotation. A quotation/best offer with options is also considered as alternative quotation.
7. 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).
8. Award of contract shall be made to the lowest calculated offer/quotation which complies with the minimum technical specifications and other terms and conditions stated herein.
9. 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.
10. PAGCOR shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
11. 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:

<b>Form of Security</b>	<b>Amount in Percentage of Total Contract Price</b>
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.

12. The Supplier shall complete the supply and delivery of goods within the time agreed by both parties. Should the Supplier incur delay in its performance, the Supplier shall pay liquidated damages equal to one-tenth (1/10) of one percent (1%) of the cost of the delayed goods/items for everyday of delay including Sundays and Holidays, until such goods/items are finally delivered and accepted by PAGCOR. Such amount shall be deducted from any money due, or which may become due to the Supplier or collected from any securities or warranties posted by the Supplier. In case the total sum of liquidated damages reaches ten percent (10%) of the total contract price, PAGCOR may rescind or terminate the contract and impose appropriate sanctions over above the liquidated damages to be paid.

In case the Supplier still fails to deliver the item after the lapse of thirty (30) calendar days from the supposed date of delivery, in addition to the forfeiture of the Performance Security and the penalties agreed upon, PAGCOR shall have the option to terminate the Contract.

13. Other terms and conditions relative to the project are provided in the attached Service 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](http://www.pagcor.ph)) and PhilGEPS website ([www.philgeps.gov.ph](http://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 BAC 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 BAC 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 BAC shall check the submitted best offer/s and other required documents using a non-discretionary pass/fail criteria. The BAC 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 BAC shall rate the best offer/quotation as "Passed".
12. All qualified bidders shall undergo detailed bid evaluation to check the completeness of their best offer/quotations/proposals and consider computational errors. During detailed bid evaluation of the best offer. PAGCOR shall identify the bidder having the Lowest/Single Calculated Quotation/best offer (goods or infrastructure project) or Highest/Single Rated Proposal (for consulting services).
13. 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.
14. The BAC shall recommend award of contract to the Head of the Procuring Entity (HOPE) or its duly authorized representative 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) at the bidder's calculated financial best offer or submitted financial best offer, whichever is lower.

15. In accordance with Government Procurement Policy Board (GPPB) Circular 06-2005 - Tie-Breaking Method, the BAC 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 Casino Filipino-Ronquillo Branch Bids and Awards Committee (BBAC), to the provisions of the 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