



**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.1: Food Supplies)
ITB No.	:	FB22-10-009WIN
Approved Budget for the Contract (ABC)	:	<b>Four Million Six Hundred Twenty-Five Thousand Sixty-Three Pesos and 38/100 (PhP4,625,063.38)</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, Wednesday, 1:00 p.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, 1:00 p.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, 1:00 p.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"
<b>PROJECT: Supply and Delivery of Two (2) Lots Food Supplies, Baked Products and Pastries (Lot No.1: Food Supplies)</b>				
<b>TECHNICAL SPECIFICATIONS</b>				
Item No.	<u>Particulars</u>	Quantity/ Unit of Measurement	Statement of Compliance	Brand Name
1	<b>CHOCOLATE DRINK, 1.2 KG</b> ✓ 9 PACK PER BOX ✓ POWDER CHOCO MALT MILK DRINK ✓ BRANDED ✓ EXPIRATION DATE SHOULD BE AT LEAST EIGHT (8) MONTHS FROM DATE OF DELIVERY / ACCEPTANCE WITH THE CONDITION TO DEFER DELIVERY UPON THE ADVISE OF END USER ✓ CORRECTION OF DEFFECTS SHOULD BE FIVE (5) DAYS FROM THE DATE OF DELIVERY / ACCEPTANCE	<b>320 Packs</b>		
2	<b>COFFEE CREAMER REFILL</b> ✓ 24 PACK PER BOX (450grams PER PACK) ✓ BRANDED ✓ WHITE , NON-DAIRY ✓ EXPIRATION DATE SHOULD BE AT LEAST EIGHT (8) MONTHS FROM DATE OF DELIVERY / ACCEPTANCE WITH THE CONDITION TO DEFER DELIVERY UPON THE ADVISE OF END USER ✓ CORRECTION OF DEFFECTS	<b>12,000 packs</b>		

	SHOULD BE FIVE (5) DAYS FROM THE DATE OF DELIVERY / ACCEPTANCE			
3	<b>COFFEE, DECAF REFILL</b> ✓ 80grams ✓ BRANDED ✓ EXPIRATION DATE SHOULD BE AT LEAST EIGHT (8) MONTHS FROM DATE OF DELIVERY / ACCEPTANCE WITH THE CONDITION TO DEFER DELIVERY UPON THE ADVISE OF END USER ✓ CORRECTION OF DEFFECTS SHOULD BE FIVE (5) DAYS FROM THE DATE OF DELIVERY / ACCEPTANCE	<b>180 packs</b>		
4	<b>COFFEE, INSTANT COFFEE, REFILL 250g</b> ✓ 8 PACK / CORRUGATED BOX ✓ 100% INSTANT COFFEE ✓ BRANDED ✓ EXPIRATION DATE SHOULD BE AT LEAST EIGHT (8) MONTHS FROM DATE OF DELIVERY / ACCEPTANCE WITH THE CONDITION TO DEFER DELIVERY UPON THE ADVISE OF END USER ✓ CORRECTION OF DEFFECTS SHOULD BE FIVE (5) DAYS FROM THE DATE OF DELIVERY / ACCEPTANCE	<b>6,300 packs</b>		
5	<b>JUICE DRINK</b> ✓ 12 PACK PER BOX ✓ 200grams ✓ ORANGE FLAVOR (BRANDED) ✓ EXPIRATION DATE SHOULD BE AT LEAST EIGHT (8) MONTHS FROM DATE OF DELIVERY / ACCEPTANCE WITH THE CONDITION TO DEFER DELIVERY UPON THE ADVISE OF END USER ✓ CORRECTION OF DEFFECTS SHOULD BE FIVE (5) DAYS FROM THE DATE OF DELIVERY / ACCEPTANCE	<b>173 packs</b>		
6	<b>TEA, GREEN TEA</b> ✓ BRANDED ✓ 50 TEA BAGS PER BOX ✓ 2 GRAMS / TEA BAG ✓ EXPIRATION DATE SHOULD BE AT LEAST EIGHT (8)	<b>1,238 boxes</b>		

	<p>MONTHS FROM DATE OF DELIVERY / ACCEPTANCE WITH THE CONDITION TO DEFER DELIVERY UPON THE ADVISE OF END USER</p> <ul style="list-style-type: none"> <li>✓ CORRECTION OF DEFFECTS SHOULD BE FIVE (5) DAYS FROM THE DATE OF DELIVERY / ACCEPTANCE</li> </ul>			
7	<p><b>TEA, INSTANT ICED TEA, REFILL, LEMON</b></p> <ul style="list-style-type: none"> <li>✓ 12 PACK PER BOX</li> <li>✓ 200 grams</li> <li>✓ BRANDED</li> <li>✓ EXPIRATION DATE SHOULD BE AT LEAST EIGHT (8) MONTHS FROM DATE OF DELIVERY / ACCEPTANCE WITH THE CONDITION TO DEFER DELIVERY UPON THE ADVISE OF END USER</li> <li>✓ CORRECTION OF DEFFECTS SHOULD BE FIVE (5) DAYS FROM THE DATE OF DELIVERY / ACCEPTANCE</li> </ul>	1,000 packs		
8	<p><b>TEA, PLAIN TEA</b></p> <ul style="list-style-type: none"> <li>✓ BRANDED</li> <li>✓ 50 TEA BAG PER BOX</li> <li>✓ EXPIRATION DATE SHOULD BE AT LEAST EIGHT (8) MONTHS FROM DATE OF DELIVERY / ACCEPTANCE WITH THE CONDITION TO DEFER DELIVERY UPON THE ADVISE OF END USER</li> <li>✓ CORRECTION OF DEFFECTS SHOULD BE FIVE (5) DAYS FROM THE DATE OF DELIVERY / ACCEPTANCE</li> </ul>	29 boxes		
9	<p><b>SUGAR, BROWN</b></p> <ul style="list-style-type: none"> <li>✓ 1 KILO PER PACK</li> <li>✓ HIGH QUALITY</li> <li>✓ 30 KILOS PER SACK</li> <li>✓ EXPIRATION DATE SHOULD BE AT LEAST EIGHT (8) MONTHS FROM DATE OF DELIVERY / ACCEPTANCE WITH THE CONDITION TO DEFER DELIVERY UPON THE ADVISE OF END USER</li> <li>✓ CORRECTION OF DEFFECTS SHOULD BE FIVE (5) DAYS FROM THE DATE OF</li> </ul>	7,380 kilos		

DELIVERY / ACCEPTANCE						
<b>DELIVERY SCHEDULE:</b>						
ITEM NO.	DESCRIPTION	TOTAL	DELIVERY SCHEDULE			
		QTY / UOM	Within Fifteen (15) calendar days from the receipt of Notice to Proceed or upon advice of end-user	Within One Hundred Twenty (120) calendar days from the receipt of Notice to Proceed or upon advice of end-user	Within Two Hundred Forty (240) calendar days from the receipt of Notice to Proceed or upon advice of end-user	Please fill up with either: "Comply" or "Not Comply"
1	CHOCOLATE DRINK, 1.2 KG	320 Packs	108	108	104	
2	COFFEE CREAMER REFILL 450G	12,000 packs	4,000	4,000	4,000	
3	COFFEE, DECAF REFILL 80G	180 packs	60	60	60	
4	COFFEE INSTANT COFFEE, REFILL, 250g	6,300 packs	2,100	2,100	2,100	
5	JUICE DRINK, 200G	173 packs	59	57	57	
6	TEA, GREEN TEA 50 TEA BAGS PER BOX	1,238 boxes	414	412	412	
7	TEA, INSTANT ICED TEA, REFILL, LEMON 200G	1,000 packs	334	333	333	
8	TEA, PLAIN TEA, 50 TEA BAGS PER BOX	29 boxes	29			
9	SUGAR, BROWN 1 KILO	7,380 kilos	2,460	2,460	2,460	

**II. FINANCIAL OFFER / QUOTATION:**

No.	Technical Description	Quantity	Unit Cost	Total Cost (VAT Exclusive, Zero-Rated Transaction)
1	CHOCOLATE DRINK, 1.2 KG	320 Packs	PhP _____	PhP _____
2	COFFEE CREAMER REFILL	12,000 packs	PhP _____	PhP _____
3	COFFEE, DECAF REFILL	180 packs	PhP _____	PhP _____
4	COFFEE INSTANT COFFEE, REFILL, 250g	6,300 packs	PhP _____	PhP _____

5	JUICE DRINK	173 packs	PhP _____	PhP _____
6	TEA, GREEN TEA	1,238 boxes	PhP _____	PhP _____
7	TEA, INSTANT ICED TEA, REFILL, LEMON	1,000 packs	PhP _____	PhP _____
8	TEA, PLAIN TEA	29 boxes	PhP _____	PhP _____
9	SUGAR, BROWN	7,380 kilo	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:**

- 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;
- 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:**

- 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 ( ) 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.