



Philippine Amusement and Gaming Corporation

Creating Opportunities Beyond Gaming

REQUEST FOR QUOTATION

Date	: October 26, 2022
Project Title	: Supply and Delivery of Toners for Existing Kyocera Machine
ITB No.	: DC22-10-001TAGa-10
Approved Budget for the Contract (ABC)	: One Hundred Fifty-Eight Thousand One Hundred Twenty-Four Pesos and 94/100 (158,124.94) VAT Exclusive, Zero-Rated Transaction
Deadline for submission of Quotation	: November 04, 2022, Friday, 2:00 p.m. (Sealed Quotation)
	<p>Please submit and address the envelope containing the accomplished RFQ form and required documents to the Branch Bids and Awards Committee (BBAC through the Procurement Section, Third Floor, Casino Filipino – Tagaytay, KM 60, Aguinaldo Highway, Tagaytay 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 for the project, and2. Name, address and contact details (telephone/cellphone number and/or email address) of the Bidder <p>Note: Quotation(s)/Proposal(s) submitted after the deadline shall not be accepted.</p>

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 Procurement Section at telephone number (046) 4131-506 local 125 and look for Liberty B. Diokno.

Thank you.


ALEJANDRO NICARLO C. CADAVILLO, JR.
CHAIRPERSON
BRANCH BIDS AND AWARDS COMMITTEE
CF – TAGAYTAY

Dear Mr. Cadavillo:

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

I. TECHNICAL SPECIFICATIONS/ SCOPE OF WORK AND GENERAL CONDITIONS OF THE PROJECT

Description / Scope of Work		Offered Technical Proposal Please fill up each column with either: "Comply" or "Not Comply"	
Supply and Delivery of Toners for Existing Kyocera Machine			
Item No.	Quantity / UOM	Description	
1.	2 pcs.	• Toner, Kyocera TK-100, KM-1500/1820	
2.	4 pcs.	• Toner, Kyocera KM 3500I/4500I/5500I/TK6309	
3.	2 pcs.	• Toner, Kyocera 1135MFP TK-1147	
4.	22 pcs.	• Toner, Kyocera FS-1025/1125 TK-1124	
OTHER REQUIREMENTS		Please fill up with either: "Comply" or "Not Comply"	
Place of Delivery : Casino Filipino – Tagaytay, KM 60, Aguinaldo Highway, Tagaytay City.			
Schedule of Requirements or Delivery/Completion Period: Within thirty (30) calendar days from the date of receipt of the Notice to Proceed (NTP).			
Warranty Period: For a period of three (3) months after acceptance of PAGCOR of the delivered goods/services.			
Period for Correction of Defects within Warranty Period: The defective items shall be replaced within three (3) calendar days from receipt of the Notice to Proceed (NTP).			

II. FINANCIAL QUOTATION:

Item No	Qty	Description	Unit Cost VAT-Exclusive, Zero-Rated Transaction)	Total Cost (VAT-Exclusive, Zero-Rated Transaction)
1.	2 pcs.	• Toner, Kyocera TK-100, KM-1500/1820	PhP _____	PhP _____
2.	4 pcs.	• Toner, Kyocera KM 3500I/4500I/5500I/TK6309	PhP _____	PhP _____
3.	2 pcs.	• Toner, Kyocera 1135MFP TK-1147	PhP _____	PhP _____
4.	22 pcs.	• Toner, Kyocera FS-1025/1125 TK-1124	PhP _____	PhP _____
GRAND TOTAL COST VAT Exclusive, Zero-Rated Transaction			Php _____ (Amount in figures) _____ (Amount in words)	

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.

ONLY IN CASES OF PROCUREMENTS OF GOODS OFFERED FROM ABROAD

MODE OF PAYMENT: _____

Note: Payments may be made either through Letter of Credit (LC) or Telegraphic Transfer. However, the charges for the opening of the LC shall be for the account of Contractor.

ADDITIONAL REQUIREMENTS:

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

1. 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.

In cases of recently expired Mayor's/Business Permits, it shall be accepted 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 before issuance of the Notice of Award.

2. Philippine Government Electronic Procurement System (PhilGEPS) Registration Number or a valid PhilGEPS Platinum Certificate of Registration and Membership; and

Original copy of the duly notarized Secretary's Certificate (in case of corporations, partnerships or joint ventures) or a Special Power of Attorney (in case of Sole Proprietor) attesting that the signatory is the duly authorized and designated representative of the prospective bidder, and granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the prospective bidder in the procurement activity.

(If above requirements are already on file and updated, whether through the PhilGEPS Certificate of Registration and Membership or within PAGCOR's records/database of suppliers, the BAC shall no longer require its resubmission.)

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 blank spaces shall be filled in with the correct and accurate information as required.
2. Quotations submitted exceeding the Approved Budget for the Contract (ABC) shall be rejected.
3. The quotation may be accepted immediately or after some negotiations.
4. The prices quoted are to be paid in Philippine Pesos(local transactions)/US Dollars (foreign transactions), VAT Exclusive, Zero Rated Transaction.
5. 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, and are **VAT-Exclusive, Zero-Rated Transaction**.
6. 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.
7. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed 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. The supplier agrees to pay a penalty of one-tenth of one percent (1/10 of 1%) of the total cost of the unperformed portion for everyday 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 Purchase/Service Contract.

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 attached 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 quotation it may receive.

Very truly yours,

Signature over Printed Name

Date: _____

TIN: _____

Position: _____

Company Represented:

TIN: _____

Address / Tel. No. / Fax No. _____

