



REQUEST FOR QUOTATION

Date	:	October 11, 2022
Project Title	:	Supply, Printing and Delivery of Tarpaulin
ITB No.	:	SV22-05-027CORa-08
Approved Budget for the Contract (ABC)	:	One Hundred Thirty-Five Thousand Two Hundred Pesos (P135,200.00), VAT Exclusive, Zero-Rated Transaction
Deadline for the Submission and Receipt of Quotation(s)/ Proposal(s)	:	October 18, 2022, Tuesday, 2:00 p.m. (Sealed Quotation)
Opening and Examination of Quotation(s) / Proposal(s)	:	October 18, 2022, Tuesday, 2:00 p.m. onwards
<p>Please address and submit the envelope containing the accomplished RFQ form and required documents to the Bids and Awards Committee (BAC) 3, through the Procurement Department (PD), 8th Floor, PAGCOR Corporate Annex Office, Carmen Building, U.N. Ave. cor. Ma. Orosa St., Ermita, Manila.</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. <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 price quotation.

For any inquiries or clarifications, please contact the Procurement Department at telephone number 7755-3717 loc 7426 and look for Mr. Oscar M. Reyes Jr.

Thank you.


JUAN MIGUEL MAGLAYA
CHAIRPERSON
BIDS AND AWARDS COMMITTEE (BAC) 3

Dear Mr. Maglaya:

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

TECHNICAL SPECIFICATIONS

Quantity / UOM	Technical Description	Offered Technical Proposal Please fill up with either: "Comply" or "Not Comply"
1 Lot	<p>Supply, Printing and Delivery of Tarpaulin, <i>photographic / full color digital print / 13 oz. material with seaming and eyelet per foot</i></p> <p>1. SIZES FOR ENTERTAINMENT DEPARTMENT (ED)</p> <ul style="list-style-type: none"> a. 20.75 ft (w) x 7.33 ft (h) b. 18 ft (w) x 14 ft (h) c. 10 ft (w) x 8 ft (h) d. 1.5 ft (w) x 2 ft (h) e. 2 ft (w) x 6 ft (h) f. 14 ft (w) x 18 ft (h) g. 9 ft (w) x 6 ft (h) h. 4 ft (w) x 10 ft (h) i. 4 ft (w) x 8 ft (h) j. 8 ft (w) x 3 ft (h) k. 3 ft (w) x 8 ft (h) l. 12 ft (w) x 4 ft (h) m. 16 ft (w) x 8 ft (h) n. 8 ft (w) x 4 ft (h) o. 2 ft (w) x 3 ft (h) p. 2 ft (w) x 5 ft (h) q. 12 ft (w) x 10 ft (h) <p>2. SIZES FOR MARKETING DEPARTMENT (MD)</p> <ul style="list-style-type: none"> a. 2 ft (w) x 6 ft (h) b. 3 ft (w) x 5 ft (h) c. 3 ft (w) x 8 ft (h) d. 3 ft (w) x 16 ft (h) e. 4 ft (w) x 6 ft (h) f. 4 ft (w) x 8 ft (h) g. 8 ft (w) x 9 ft (h) h. 9.5 ft (w) x 4 ft (h) i. 10 ft (w) x 19.7 ft (h) j. 15 ft (w) x 40 ft (h) k. 18 ft (w) x 24 ft (h) l. 24 ft (w) x 5 ft (h) m. 20 inches (w) x 30 inches (h) n. 46 inches (w) x 50 inches (h) 	

ADDITIONAL TERMS AND CONDITIONS	Please fill up with either: "Comply" or "Not Comply"
<p>Others:</p> <ol style="list-style-type: none"> 1. All prospective Bidders are required to provide the unit price per square foot. 2. Design material shall be provided by the Entertainment Department (ED) / Marketing Department (MD). 3. Sizes and quantity may vary but shall not exceed total approved budget. 4. Winning Bidder shall coordinate with ED / MD regarding the material to be printed / produced. 5. The Winning Bidder shall be required to submit press proof within two (2) calendar days after acceptance of artwork for approval of the requesting department. 6. The press proof submitted by the Winning Bidder must satisfy the following evaluation criteria: <ul style="list-style-type: none"> • Compliance to the size requirements • Compliance to the material requirements • Adherence to color compared to the proof which will be provided by PAGCOR. 7. Defective printed copies shall immediately be replaced by the supplier within two (2) calendar days upon notification 8. The financial offer/contract price will be PhP135,200.00 for a period of one (1) year or until the budget is depleted, whichever comes first. 	
<p>Schedule of Payment: Payment shall be processed upon the submission of every billing and issuance of Certificate of Acceptance by PAGCOR.</p>	
<p>Place of Delivery: Entertainment Department, 4/F, PAGCOR House Annex, Carmen Bldg., 1105 U.N. Ave. cor. Maria Orosa St., Ermita, Manila</p> <p>Marketing Department, 7/F PAGCOR House Annex, Carmen Bldg., 1105 U.N. Ave. cor. Maria Orosa St., Ermita Manila</p>	
<p>Delivery Period: Within seven (7) calendar days upon receipt of the purchase order or notification from PAGCOR.</p>	

Contact Details:

Razy A. Almachar
 Talent Management Media Relations Assistant
 Entertainment Department
 Tel No.: (02) 8755-3699 / (02) 8755-3799 local 7001/7007
 E-mail: ctmu.entertainment@gmail.com

Gilyzza Suiza
 A/Asst. Marketing Officer
 Marketing Department
 Tel No.: (02) 8755-3699 / (02) 8755-3799 local 7330

Financial Offer / Quotation

Quantity / Unit of Measure	Description of Item	Cost per Square Foot VAT-Exclusive, Zero Rated Transaction
1 Lot	Tarpaulin (Various sizes)	PHP _____ (Amount in figures) _____ _____ (Amount in words) Note: The price indicated will be the determination of the Lowest Calculated Quotation.
The total contract price is PhP135,200.00 for a period of one (1) year or upon exhaustion of the budget whichever comes first.		

VALIDITY OF OFFER: Ninety (90) calendar days from the date of Opening and Examination of Quotations

Additional Requirements:

As part of the post-qualification process, kindly submit the following documents for compliance within 3-calendar days from receipt of the notice and upon determination of the bidder having the Lowest / Single Calculated Quotation:

1. 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) Registration Number or a valid PhilGEPS Registration Certificate;

Philippine Government Electronic Procurement System (PhilGEPS)
Registration Number: _____;

3. Omnibus Sworn Statement using the form prescribed in Annex A hereof.

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.

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 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 the contract and impose appropriate sanctions over above the liquidated damages to be paid.

10. Other terms and conditions are stipulated in the attached 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 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

