



# Philippine Amusement and Gaming Corporation

Creating Opportunities Beyond Gaming

## REQUEST FOR QUOTATION

Date	:	<b>September 30, 2022</b>
Project Title	:	Procurement of Service Provider for the Preventive Maintenance of the Generator Set of CF-Olongapo for Three (3) Years
ITB No.	:	<b>SV22-09-017OLO</b>
Approved Budget for the Contract (ABC)	:	<b>One Hundred Eighty Thousand Pesos (PhP180,000.00)</b> , VAT-Exclusive, Zero- Rated Transaction.
Deadline for the Submission and Receipt of Quotations/ Proposals	:	<b>October 7, 2022, Friday 11:00 a.m. (Sealed Quotation)</b>
Opening and Examination of Quotation(s) / Proposal(s)	:	<b>October 7, 2022, Friday 11:00 a.m. onwards</b>
<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, Casino Filipino – Olongapo, 2<sup>nd</sup> Floor, JB Richwell Corporation Bldg. #580 Rizal Avenue, East Tapinac, Olongapo City.</p> <p>The envelope shall bear the following information in capital letters:</p> <ol style="list-style-type: none"><li>1. Title and reference number of the information in capital letter:</li><li>2. Name, address and contact details (telephone/cellphone number and/or email address) of the Bidder</li></ol> <p><b>Note: Quotation(s)/Proposal(s) submitted after the deadline shall not be accepted.</b></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, CF-Olongapo at telephone number (047) 222-4565 to 66 and look for Ms. Anna Michelle I. Africa, Procurement Officer I.

Thank you.

**MARY JANE A. MANERA**

CHAIRPERSON

Branch Bids and Awards Committee (BBAC)  
Casino Filipino Olongapo

Dear Ms. Manera:

In accordance with your request, the 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".
QTY	UOM	DESCRIPTION	STATEMENT OF COMPLIANCE
1	Lot	<b>Engine Off</b> <ul style="list-style-type: none"> <li>○ Engine Oil level and leaks</li> <li>○ Coolant level and leaks (including heat exchanger)</li> <li>○ Fuel level and leaks (including fuel tank)</li> <li>○ All drive belts, tension and alignment</li> <li>○ Battery charging rate</li> <li>○ Battery cables terminals</li> <li>○ Wiring, hoses, fuel lines</li> <li>○ Air intake, filter element for cleanliness, tightness</li> <li>○ Charging alternator for tightness, alignment</li> <li>○ Fan hub / pulley for play</li> <li>○ Emergency shutdown / linkages</li> <li>○ Engine instrument / gauges</li> <li>○ Generator instrument / gauges</li> <li>○ Check radiator caps. Fins for dirt (including air ducts)</li> <li>○ Check loose bolts and nuts, hangers and supports</li> </ul>	
		<b>Engine Operating</b> <ul style="list-style-type: none"> <li>○ Starting system operations / Manual / Auto</li> <li>○ Check for engine instruments – reading</li> <li>○ Check for fluid leaks</li> <li>○ Unusual noises and exhaust leaks</li> <li>○ Functional Test of engine warning and shutdown system</li> <li>○ Check for generator instrument / gauges</li> <li>○ Check engine historical code /</li> </ul>	

	<p>active code using diagnostic data Reader (DDR) submit print – out and analysis</p> <ul style="list-style-type: none"> <li>○ Check all sensor connection and contacts clean as required</li> </ul>	
	<b>GENERAL CONDITIONS:</b>	
	1. Twelve (12) Service Activities on a Quarterly basis for Three (3) Years	
	2. Supplier to provide skilled technicians with special diagnostic tools to perform the required maintenance check-up and testing on jointly agreed schedule dates.	
	3. Perform servicing activities based on Preventive maintenance program activities on generator sets entered into program.	
	4. Perform minor repair / adjustment applicable to be undertaken on site requiring labor only provide that man hour, estimate for each unit (i.e: total time of eight (8) working hours. Replacement parts, if any shall be supplied separately.	
	5. Submit servicing and check-up reports upon completion of program activities. Any recommendation needing owner's action shall be submitted as soon as possible.	
	6. Provide appropriate operators and maintenance procedures on site.	
	7. Provide update information on latest product and services improvements affecting the unit and give necessary recommendation.	
	8. Recommend spare parts and fast moving parts for stock which may become necessary for emergency repairs that	

		may arise. These parts shall be treated separately.	
		9. The Genset entered under this program shall be made available for servicing / check-up as per agreed schedule.	
		10. Maintenance item like filter element (oil, fuel, primary and secondary) air filter elements, belts, hoses and clamps, lube oil diesel fuel, coolant inhibitors, cleaning fluids, etc., shall be provided by the owner and be made available on location when required.	
		11. Conduct quarterly maintenance check activities of which is recommended and perform data posting on log sheets and records including hour meter reading, volume of add-on (top-off) lube oil, coolant and diesel and others.	
		12. Any damage(s) on the unit and accessories / components due to improper operations and maintenance, negligence, causes of nature or accident shall be to the account of the owner.	
		13. Only genuine maintenance parts shall be used by the owner.	
		14. Give priority on its service, repair and manufacturing facilities restoring the equipment to normal service.	
		15. The supplier will maintain its engineering wiring diagrams for the term of this Agreement.	
		16. The supplier will maintain a reasonable stock of spare parts supplies to service the equipment where parts are no longer commercially available and have to be specifically manufactured for the	

		equipment; the additional cost shall be shouldered by PAGCOR.	
		17. The Supplier will provide emergency minor adjustment call back service. The Supplier will attend to the equipment as soon as reasonably practicable when in Contractor's opinion, urgent action is required.	
		18. The Supplier will provide during normal working hours a breakdown and repair services.	
		19. The supplier will send skilled and competent technician of contractor to attend to any breakdown.	

**II. FINANCIAL QUOTATION: ABC = PhP180,000.00**

Description	Please provide amount in words and in figures	
	UNIT COST (Amount per Service Activity) (VAT-Exclusive, Zero-Rated Transaction)	TOTAL COST (Amount per Year) (VAT-Exclusive, Zero-Rated Transaction)
QUARTERLY PREVENTIVE MAINTENANCE SERVICE OF THE GENERATOR SET OF CF-OLONGAPO FOR THREE (3) YEARS (500kva, PERKINS)	_____ _____ _____ _____ PhP_____	_____ _____ _____ _____ PhP_____
<b>GRAND TOTAL COST (Amount for Three Years) VAT Exclusive, Zero-Rated Transaction</b>	_____ _____ _____ _____ (PhP_____ ) (Note: Please state amount in words and in figures)	

**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.

**Additional Requirements:**

Bidders have the option to submit the following documents, together with the quotation, on the deadline for the Submission and Receipt of Quotations/Proposal or at the latest within three (3) calendar days from the determination of the bidder having the Lowest / Single Calculated Quotation and receipt of the BAC notice relative thereto:

1. BIR Certificate of Registration for individuals (***If applicable***);  
OR;

Registration Certificate from the Department of Trade and Industry (DTI) for sole proprietors, Registration Certificate from the Securities and Exchange Commission (SEC) for corporations, partnerships or joint ventures or Registration Certificate from the Cooperative Development Authority (CDA), and

2. Valid Mayor's Permit issued by the city or municipality where the principal place of business of the bidder is located.
3. Philippine Government Electronic Procurement System (PhilGEPS) Registration Number or a valid PhilGEPS Registration Certificated;

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

4. Omnibus Sworn Statement using the prescribed format. 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 amount 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/contractor/consultant agrees to pay a penalty of one-tenth of one percent (1/10 of 1%) of the corresponding contract price for each day 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 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 the 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.  
\_\_\_\_\_  
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