



REQUEST FOR QUOTATION	
Date	: November 5, 2021
Project Title	: Supply and Delivery of Various Items for Pamaskong Handog
ITB No.	: SV21-11-008TAG
Approved Budget for the Contract (ABC)	: Five Hundred Four Thousand Nine Hundred Seventy Five Pesos (Php504,975.00), VAT - Exclusive, Zero Rated Transaction
Deadline for the Submission and Receipt of Quotations/ Proposals	November 15, 2021, Monday, 2:00 p.m. (Sealed Quotation) Please address the envelope containing the accomplished RFQ form and required documents to Procurement Section, Third (3 rd) Floor, Casino Filipino-Tagaytay, KM 60, Aguinaldo Highway, Tagaytay City. The envelope shall bear the name and address of the Bidder in capital letters
Opening and Examination of Quotation(s) / Proposal(s)	November 15, 2021, Monday, 2:00 p.m. onwards Please submit and address the envelope containing the accomplished RFQ form and required documents to the Branch Bids and Awards Committee (BBAC) CF-Tagaytay through the Procurement Section, Third (3 rd) Floor, Casino Filipino-Tagaytay, KM 60, Aguinaldo Highway, Kaybagal South, Tagaytay City. The envelope shall bear the following information in capital letters: 1. Title and reference number for the project, and 2. Name, address and contact details (telephone/cellphone number and/or email address) of the Bidder Note: Quotation(s)/Proposal(s) submitted after the deadline shall not be accepted

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 PS at telephone number (046) 413-1506 local 125/438 and look for **Mr. Rian C. Ruado, Procurement Assistant.**

Thank you.


ALEJANDRO NICARLO C. CADAVILLO JR.
CHAIRMAN
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 Various Items for Pamaskong Handog			
Item	Quantity/ Unit of Measurement (UOM)	Description	
1	155 packs	Powder Milk 1.2 kg	
2	145 packs	Chocolate Drink 1.2 kilograms	
3	165 packs	Biscuit 12 pcs pcs per pack assorted	
4	125 packs	Assorted Candies 50 pcs per pack assorted candies	
5	125 packs	Cheese Spread 220 ml	
6	120 packs	Sandwich Spread 220 ml (chicken, ham and bacon flavor)	
7	130 packs	Toothpaste 150 ml for 2 packs	
8	130 packs	Toothbrush 2 per pack	
9	130 packs	Bath Soap 130 grams	
10	130 bottles	Shampoo 125 ml	
11	106 gallons	Bleach	
12	111 bottles	Alcohol 70% 500 ml	
13	80 boxes	Face mask 50 pcs per box	
14	85 pieces	Face shield	
15	100 bottles	Dish washing liquid 600 ml Lemon and calamansi scent	
16	100 bags	Laundry soap 2 kilos per bag (powdered)	
17	115 sacks	Rice 25 kilos per sack	
Other Requirements			
Schedule of Delivery: Within seven (7) calendar days from the date specified in Purchase Order.			
Project Site / Delivery Site: Casino Filipino – Tagaytay, Km. 60, Aguinaldo Highway, Kaybagal South, Tagaytay City.			
Period for Correction of Defects The defective items shall be replaced within three (3) calendar days from receipt of notice.			

II. FINANCIAL QUOTATION:

Item	Qty / UOM	Description	Unit Cost	Total Cost (VAT-Exclusive, Zero-Rated Transaction)
1	155 packs	Powder Milk 1.2 kg	PhP _____	PhP _____
2	145 packs	Chocolate Drink 1.2 kilograms	PhP _____	PhP _____
3	165 packs	Biscuit 12 pcs pcs per pack assorted	PhP _____	PhP _____
4	125 packs	Assorted Candies 50 pcs per pack assorted cadies	PhP _____	PhP _____
5	125 packs	Cheese Spread 220 ml	PhP _____	PhP _____
6	120 packs	Sandwich Spread 220 ml (chicken, ham and bacon flavor)	PhP _____	PhP _____
7	130 packs	Toothpaste 150 ml for 2 packs	PhP _____	PhP _____
8	130 packs	Toothbrush 2 per pack	PhP _____	PhP _____
9	130 packs	Bath Soap 130 grams	PhP _____	PhP _____
10	130 bottles	Shampoo 125 ml	PhP _____	PhP _____
11	106 gallons	Bleach	PhP _____	PhP _____
12	111 bottles	Alcohol 70% 500 ml	PhP _____	PhP _____
13	80 boxes	Face mask 50 pcs per box	PhP _____	PhP _____
14	85 pieces	Face shield	PhP _____	PhP _____
15	100 bottles	Dish washing liquid 600 ml Lemon and calamansi scent	PhP _____	PhP _____
16	100 bags	Laundry soap 2 kilos per bag (powdered)	PhP _____	PhP _____
17	115 sacks	Rice 25 kilos per sack	PhP _____	PhP _____
GRAND TOTAL COST VAT Exclusive, Zero Rated Transaction			_____	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.

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 BBAC notice relative thereto:

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

OR;

- a. 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
 - b. 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) Platinum Certificate of Registration and Membership; **OR;**

PhilGEPS Registration Number: _____;

3. 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.
4. Latest Income **or** Business Tax Returns filed and paid through the BIR Electronic Filing and Payment System (EFPS) for projects with an ABC amounting to more than Five Hundred Thousand Pesos (PhP500,000.00).

In accordance with Executive Order (E.O.) No. 398, Revenue Regulation (R.R.) No. 03-2005 and Revenue Memorandum Circular (RMC) 16 – 2005, the above-mentioned tax returns shall refer to the following:

- a) Latest Income Tax Return (ITR) shall be the ITR for the preceding year, whether calendar or fiscal, OR;
- b) Latest Business Tax Returns shall refer to the Value Added Tax (VAT) or Percentage Tax filed and paid covering the previous six (6) months before the date of Submission, Receipt, Opening & Preliminary Examination of Quotations.

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/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 BBAC, to the provisions of the attached Annex A (Terms and Conditions) of the Purchase Order/Service Contract and to the rules and regulations of the Government and PAGCOR.

Very truly yours,

Signature over Printed Name

Date: _____

TIN: _____

Position: _____

Company Represented:

TIN: _____

Address / Tel. No. / Fax No.

