



DOING BUSINESS WITH US



Schenectady, NY

www.riverscasinoandresort.com

Presentation Overview

- Challenge: Be A Competitive Vendor
- Commodities
- How to Become A Vendor
- Submitting A Bid
- Vendor Selection
- Procurement Process
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Challenge: Be a Competitive Vendor

- Rivers Casino is taxed at a rate of 45 percent by the State of New York. As such, the casino looks to vendors to competitively bid on items/services at rates that allow the casino to supply superior, innovative goods/services to our customers and, at the same time, protect the bottom line. Competitive bidding includes incorporating best prices or buyer incentives on each bid.



Commodities

Items Include:

- ***Equipment and Office Supplies***
 - Cell Phones, Computers, Copiers, Printers, Radios, TVs, Copy Paper, Toner
- ***Food, Beverage & Vending***
 - Trashcan Liners, Cups, Plastic Gloves
- ***Facility Services***
 - Electrical, Elevators, Flooring, HVAC, Pest/Odor Control, Painting, Landscaping
- ***Transportation***
 - Limousines, Vehicle Maintenance, Bus Service for VIP Players
- ***Employee Services***
 - Badging, Uniforms



How to Become a Vendor

- **Submit an introductory packet via e-mail to:**
vendor@riverscasinoandresort.com

- **Include in your introductory packet:**
 - ***Company History, Contact Information***
 - ***NAICS Code(s)***
 - This allows the Procurement Department to issue the RFIs, RFPs and RFQs to qualified commodity Vendors
 - ***Premier Product/Service***
 - ***References***
 - ***Supplier Diversity Questionnaire & New York Diversity Certifications (if applicable)***
 - Rivers Casino is committed to Supplier Diversity. To ensure fulfillment of this commitment, Rivers Casino strives to exceed expectations in utilizing vendors that are identified as minority, woman, veteran, and disabled veteran-owned enterprises, as well as local business enterprises. It is important to be certified by the State of New York.

Submitting A Bid

Upon submission and acceptance of your introductory packet, your company will be included on emails containing notice of RFIs, RFQs, and RFPs pertaining to your offered commodities.

Items to Review:

- ***Request for Information (RFI), Request for Quotation (RFQ) or Request for Proposal (RFP)***
- ***Scope of Work***
 - Details the specifications for goods and/or services requested
- ***Rivers Casino Terms & Conditions***
 - TBD, pending New York State Gaming Commission (NYSGC) approval
- ***Covenants Against Kickbacks***
 - Kickbacks are defined as any cash, fee, commission, credit, gift, gratuity, thing of value or compensation of any kind in exchange for favorable treatment in obtaining or retaining any purchase order or contract servicing with Rivers Casino.

Vendor Selection

➤ **Quality**

The best goods and services for our customers

A minimum standard for goods and services will be provided by the specific operating department in the RFP/RFQ. Substitutions must be approved by the operating department prior to supplying to the casino.

➤ **Service**

- Dependability and Accountability
 - Deadlines and delivery dates are critical.
 - Availability to accommodate last minute orders and/or requests is also important.

➤ **Technology**

- Ability to submit forms, including bid documents, to the casino the casino via e-mail.
 - The casino recognizes the legality and security of electronic communication (e-mail). Bid documents will be provided and accepted via e-mail.

➤ **Price**

- A competitive price that provides quality goods and services



Procurement Process

➤ ***Bid Evaluation***

- Once a bid has been received (on the Bid Response Form), Vendors may amend their bid as long as the amended bid is received before the deadline.
- All responses will be evaluated (using a Bid Evaluation Form) on the basis of price, payment terms, incentives, extended warranties, rebates, and overall “best value” weighted factors.

➤ ***Purchase Order Award***

- After the Bid Evaluation, and at Rivers Casino’s sole discretion, a Purchase Order will be awarded to the selected Vendor.



Doing Business With Rivers Casino

➤ ***NYSGC Requirements (pending approval)***

- ***On July 7, 2015, the New York State Gaming Commission proposed the addition of 9 NYCRR Parts 5303 through 5307 on licensing and registration of gaming facility employees and vendors. The full text of the proposed rules can be found on the Gaming Commission's website at:***

- ***<http://on.ny.gov/1MxRG6b>***

➤ ***Payment Terms***

- Rivers Casino standard terms are Net 30 Days. Will consider shorter payment terms with early payment discount.

➤ ***Audit***

- Rivers Casino reserves the right to perform financial or inventory audits as deemed necessary before, during or after the term of a Purchase Order. Rivers Casino must be permitted to conduct such audits with any or all of its Procurement, Financial and/or Internal Audit resources. Additionally, Rivers Casino further reserves the right to conduct such audits with the assistance of a third party firm.



Questions?

EMAIL:

vendor@riverscasinoandresort.com

