



NATIONAL TRANSMISSION CORPORATION
 CORPORATE SERVICES GROUP
 TransCo Annex Bldg., Diliman, Quezon City
 Tel. No. 902-1521/Fax No. 914-6209

**SUPPLIER'S TECHNICAL/PRICE QUOTATION FORM
 (NEGOTIATED PROCUREMENT: LEASE OF VENUE)**

REFERENCE NO.: CCMG-18-95876(ECA)

FOR INQUIRIES, CONTACT PURCHASING OFFICER: **ARGAÑOZA, EILEEN**

Sir/Madam:

Please provide us with your best quotation and submit the same to the above assigned purchasing officer on or before 3:00 PM on quote closing date at ADMINISTRATION OFFICE, Ground Floor, TRANSCO Main Building, Power Center, Quezon Avenue corner BIR Road, Diliman, Quezon City.

QUOTE CLOSING DATE/TIME: 13 July 2018/10:00 A.M.

Deadline for submission may be extended if there are insufficient offers received. In case of a failed canvass, a re-canvass may be conducted without prior notice to any previous offeror (s).

Offers may be submitted in a sealed envelope, through fax or **through e-mail (ecarganoza@transco.ph)** at the option of the offeror, properly marked with the reference number. This bid document comprises THREE (3) pages including this sheet.

Please signify your acceptance of the TERMS AND CONDITION as stated herein, by signing on the space provided below and submit the signed copy together with your separate letter of quotation (as applicable).

Very truly yours,

ROSSANA F. PAGUIO
 Manager, General Services Division

NOTE: THIS FORM IS COMPUTER GENERATED. SIGNATURE IS NOT REQUIRED.

NO.	DESCRIPTION	QUANTITY	ABC (VAT INC)	UNIT PRICE	TOTAL PRICE
				(VAT EXCLUSIVE, INDICATE APPLICABLE 12% VAT)	
001	LEASE OF VENUE, MEALS, AND ACCOMMODATION FOR THE CCMG AND UMD PLANNING SESSION Date: August 8-10, 2018 (3D/2N) No. of Pax: 66 Location: Laurel/Nasugbu, Batangas	66 PAX	₱462,000.00		

TOTAL AMOUNT (VAT EXCLUSIVE) _____
 ADD: APPLICABLE VAT (___%) _____
 TOTAL NET AMOUNT (VAT INCLUSIVE) _____

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TECHNICAL SPECIFICATIONS:				
Item Description		Compliance		Remarks
I.	AVAILABILITY	YES	NO	
1.	8-10 AUGUST 2018	[]	[]	
II.	LOCATION	YES	NO	
1.	LAUREL/NASUGBU, BATANGAS	[]	[]	
III.	VENUE	YES	NO	
1.	STRUCTURAL CONDITION:			
A.	THE FOUNDATION IS MADE OF CONCRETE AND STRUCTURAL STEEL MATERIALS OR COMBINATION OF BOTH.	[]	[]	
B.	COMPLIANT WITH THE STANDARDS PROVIDED BY THE BUILDING CODE OF THE PHILIPPINES	[]	[]	
2.	FUNCTIONALITY OF FUNCTION ROOM:			
A.	AIR-CONDITIONED ROOM ON AUGUST 8 TO 10, 2018	[]	[]	
B.	AMENITIES INCLUDE:			
I.	WAIVE CHARGES FOR USE OF PROJECTOR	[]	[]	
II.	THREE (3) MICROPHONE UNITS	[]	[]	
III.	AUDIBLE/OPERATIONAL SOUND SYSTEM	[]	[]	
IV.	WHITEBOARDS, WRITING PADS, PENCILS AND MARKERS	[]	[]	
V.	AREA SHOULD ACCOMMODATE 70 PAX ON AUGUST 8 TO 10, 2018	[]	[]	
3.	ROOM ARRANGEMENTS:			
A.	ONE (1) SINGLE ROOM ON AUGUST 8-10, 2018	[]	[]	
B.	THREE (3) TWIN SHARING ROOMS ON AUGUST 8-10, 2018	[]	[]	
C.	FIFTEEN (15) QUAD SHARING ROOMS ON AUGUST 8-10, 2018	[]	[]	
4.	FACILITIES:			
A.	CONTINUOUS WATER SUPPLY, ACCESSIBLE COMFORT ROOM	[]	[]	
B.	ADEQUATE GUARDED PARKING SPACES	[]	[]	
C.	TEAMBUILDING FACILITIES (MILITARY CRAWL, MONKEY BAR, ETC.)	[]	[]	
D.	MUSIC AND OTHER RECREATIONAL FACILITIES	[]	[]	
E.	FREE WIFI INTERNET ACCESS	[]	[]	
F.	ACCESSIBLE EMERGENCY EXIT AND ALARM, STANDBY FIRE EXTINGUISHER AND AUTOMATIC SPRINKLER	[]	[]	
G.	MEDICAL SERVICES: ON-CALL NURSE	[]	[]	
H.	24 HOUR FRONT DESK ASSISTANCE	[]	[]	
5.	OTHER REQUIREMENTS:			
A.	PROVISION OF JANITORIAL AND MAINTENANCE SERVICES	[]	[]	
B.	AMBIANCE PROMOTES LEARNING	[]	[]	
C.	ADEQUATE SECURITY SERVICE (24/7)	[]	[]	
6.	CATERING SERVICES:			
A.	MEALS CONSIST OF THE FOLLOWING FOR 66 PAX:			
I.	2 MANAGED BUFFET BREAKFAST (AUG 9-10, 2018)	[]	[]	
II.	2 AM SNACKS (AUG 8-9, 2018)	[]	[]	
III.	3 MANAGED BUFFET LUNCH (AUG 8-10, 2018)	[]	[]	
IV.	2 PM SNACKS (AUG 8-9, 2018)	[]	[]	
V.	2 MANAGED BUFFET DINNER (AUG 8-9, 2018)	[]	[]	
VI.	MAIN COURSE AT LEAST 1 VARIANT OF MEAT, 1 VARIANT OF SEAFOODS AND 1 VARIANT OF VEGETABLES			
VII.	RICE			
VIII.	DESSERT (FRUITS)			
IX.	BEVERAGE/FREE FLOWING COFFEE AND WATER			
X.	MEALS ARE GOOD FOR 66 PAX			
B.	DATE AND TIME OF DELIVERY:			
I.	AM SNACKS - 10:00AM (AUG. 8-9, 2018)			

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II.	LUNCH - 12:00NN (AUG. 8-10, 2018)	[]	[]	
III.	PM SNACKS - 3:00PM (AUG. 8-9, 2018)	[]	[]	
IV.	DINNER - 6:00PM (AUG. 8-9, 2018)	[]	[]	

NOTE : ALTERNATE OFFERS ARE NOT ALLOWED
 Bids received in excess of the Approved Budget for the Contract (ABC) shall be automatically rejected.
SPECIAL INSTRUCTION: Interested suppliers must view/download the attached document in the Associated Component to be included in the Document Request List (DRL).

FIXED TERMS (PLEASE INCLUDE IN YOUR OFFER):

- BID PRICE VALIDITY: AT LEAST 60 DAYS FROM QUOTE CLOSING DATE
(VAT EXCLUSIVE, INDICATE APPLICABLE VAT)
- DELIVERY PERIOD: AUGUST 8-10, 2018
- DELIVERY POINT: LAUREL/NASUGBU, BATANGAS
- PAYMENT TERMS: WITHIN 30 CALENDAR DAYS UPON DELIVERY/SERVICES RENDERED AND SUBMISSION OF COMPLETE REQUIRED DOCUMENTS
- WARRANTY: _____

OTHER REQUIREMENTS/DOCUMENTS TO BE INCLUDED IN THE PROPOSAL:

1. Product brochures/catalog/technical reference, if applicable.
2. Please indicate **BRAND/MODEL & WARRANTY** for each offer, if applicable.

ELIGIBILITY REQUIREMENTS/DOCUMENTS TO BE SUBMITTED BY THE AWARDEE PRIOR TO ISSUANCE OF NOTICE OF AWARD:

1. **PhilGEPS Registration Number/Certificate of PhilGEPS Registration (for Platinum Membership)**
2. **DTI/SEC Registration Certificate**
3. **Mayor’s Permit/Business Permit**
4. **BIR Certificate of Registration**
5. **Latest Income/Business Tax Return**
6. Receipts and Billing Statement must be BIR compliant (please see below).



TRANSCO TERMS ACCEPTED: _____
 (SIGNATURE AND DATE)

(NAME AND DESIGNATION)

(NAME OF COMPANY)