



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: SMALL VALUE)

REFERENCE NO.: HRD-18-95855(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: AUGUST 3, 2018/3:00 P.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)	
1	CONCEPTUALIZATION, DESIGN, LAYOUT, PRODUCTION AND PRINTING SERVICES OF IEC MATERIALS IN THE FORM OF THE 2019 TRANSCO PLANNER/NOTEBOOK THEME: " INFORMATION ON GENDER & DEVELOPMENT/WOMEN EMPOWERMENT LAWS" 1.0 <u>CREATIVE & PRODUCTION SERVICES</u> 1.1 Concept, Design and Layout • Initial presentation shall consist of 2 concepts/designs for TransCo infos in comprehensive studies mock up form: A) Colored pp – 16pp B) Planner pp - 140pp 1.2 Presentation output: Cover and samples of inside pages for the info pp & planner pp 1.3 Preparation of final artworks ready for color proofing and printing as approved by TransCo 1.4 Editorial Assistance - Captions	1 LOT	₱425,000.00		

2.0 COLOR SEPARATION / PRINTING

2.1 Color Proofing

2.2 Printing Specifications : PLANNER

• Size:

- Cover - Folded 5 3/4" x 8 1/4"/
Spread 11 1/2" x 8 1/4"
- End paper - Folded 5 3/4" x 8 1/4"/
Spread 11 1/2" x 8 1/4"
- Inside pp A - Folded 5 3/4" x 8 1/4"/
Spread 11 1/2" x 8 1/4"
- Inside pp B - Folded 5 3/4" x 8 1/4"/
Spread 11 1/2" x 8 1/4"

• No. of leaves:

- Cover – 4pp
- End paper – 8 pp
- Inside pp A – 16pp
- Inside pp B – 140pp

• Stock:

- Cover – RAM paper (black)
mounted on Cb#30
- End paper – Vellum 120 lbs
- Inside pp A – C2S#80
- Inside pp B - Book#50

• Color:

- Logo –Debossed 3.5" x 1.25"
- End paper – No print
- Inside pp A - Full /Full – 16pp
- Inside pp B – 2C/2C – 140pp

• Process: Offset Printing / 2 SP

• Binding: Pasting and Perfect binding

• Others:

- Cover – With Diecut, scoring,
Cornering of pages, Folding
- Debossing, Hardbound
with Garterized lock
- Utilize CTP Technology in the
Printing

3.0 PACKAGING

- With white box and tissue

QUANTITY: 1,000 copies

TOTAL AMOUNT (VAT EXCLUSIVE) _____

ADD: APPLICABLE VAT (____%) _____

TOTAL NET AMOUNT (VAT INCLUSIVE) _____

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: () 7 CALENDAR DAYS () _____
- DELIVERY POINT: TRANSCO-HO WAREHOUSE, DILIMAN, Q.C.
C/O M. T. JAVILLO
- PAYMENT TERMS: WITHIN 30 CALENDAR DAYS UPON DELIVERY AND
SUBMISSION OF COMPLETE REQUIRED DOCUMENTS
- WARRANTY: _____

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OTHER REQUIREMENTS/DOCUMENTS TO BE INCLUDED IN THE PROPOSAL:

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

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

1. **PhilGEPS Registration Number/Certificate of PhilGEPS Registration**
2. **DTI/SEC Registration Certificate**
3. **2018 Mayor's Permit/Business Permit**
4. **BIR Certificate of Registration**
5. **Latest Income/Business Tax Return (2017 Annual ITR)**
6. **Notarized Omnibus Sworn Statement**
7. Receipts must be BIR compliant (please see below).

Please issue an **Invoice/Receipt** to:

Name: National Transmission Corporation (TransCo)
Address: Power Center Agham Road Corner
Quezon Ave., Diliman Quezon City
TIN: 223-242-186-000

If transaction is subject to VAT, kindly show as separate item the VAT amount (12%) in the:

OFFICIAL RECEIPT - for sale of SERVICES
SALES INVOICE - for sale of GOODS or PROPERTIES

TRANSCO TERMS ACCEPTED:

(SIGNATURE AND DATE)

(NAME AND DESIGNATION)

(NAME OF COMPANY)