



NATIONAL TRANSMISSION CORPORATION
 RESOURCE MANAGEMENT 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 PROCUREMENT)**

REFERENCE NO.: HRD-19-96429 (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 PROCUREMENT MANAGEMENT DIVISION, Ground Floor, TRANSCO Main Building, Power Center, Quezon Avenue corner BIR Road, Diliman, Quezon City.

QUOTE CLOSING DATE/TIME: AUGUST 5, 2019/3:00 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 TWO (2) 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,

ROGELIO M. MABULAY, JR.

Acting Manager, Procurement Management 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.	EVENT ORGANIZER FOR TRANSCO 2019 CORPORATE YEAR-END TEAM BUILDING DATE/TIME: DECEMBER 17, 2019 / 4PM TO 8PM NO. OF PAX: 350 VENUE AND MEALS PACKAGE INCLUSIONS: 1. AIRCON FUNCTION HALL FOR FOUR (4) HOURS FOR 350 PAX 2. TABLE SET-UP 3. LIGHTS AND SOUND SYSTEM AND BAND SET-UP 4. STAGE SET-UP 5. CHOICE OF BUFFET MENU (1 VARIANT EACH OF CHICKEN, BEEF, FISH, PANCIT, VEGETABLES, SOUP AND DESSERT WITH ONE ROUND OF DRINKS) 6. WITH SECURITY & HOUSEKEEPING NOTE: VENUE SHOULD BE WITHIN 3KM FROM TRANSCO HEAD OFFICE IN DILIMAN, Q.C. PROPOSED VENUE: _____	1 LOT	₱ 460,000.00		

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: DECEMBER 17, 2019 @ 4:00 PM TO 8:00 PM
- DELIVERY POINT: TRANSCO-HO WAREHOUSE, DILIMAN, Q.C.
C/O M. T. JAVILLO
- PAYMENT TERMS: FULL PAYMENT WITHIN 30 CALENDAR DAYS COMPLETION AND ACCEPTANCE OF THE PROJECT AND UPON RECEIPT OF BILLING/STATEMENT OF ACCOUNT 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).
3. **Detailed Proposal in your company letterhead, aside from the accomplished Request for Quotation (RFQ) form.**

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. Notarized Omnibus Sworn Statement
7. Receipts/Charge Invoice/Billing Statement must be BIR compliant (please see below).



TRANSCO TERMS ACCEPTED: _____
(SIGNATURE AND DATE)

(NAME AND DESIGNATION)

(NAME OF COMPANY)